

The Kentucky Board of Licensure for
Marriage and Family Therapists
October 24, 2013
Minutes

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on October 24, 2013.

Board Members Present:

Ms. Sandy Miller, Chair
Ms. Carolyn Miller-Cooper
Ms. Mary Badami
Ms. Marie Ruf
Ms. Mary Ellen Yates
Mr. Richard Hamon
Ms. Jane Prouty

Occupations and Professions:

Marcia Egbert, Board Administrator

Office of the Attorney General:

Angela Evans, Attorney

Guest

Dave Clapper - KAMFT

Chair Sandra Miller called the meeting to order at 12:01 p.m.

The Board reviewed minutes from September 26, 2013. Following review and discussion Carolyn Miller-Cooper made a motion to accept the minutes as revised. Jane Prouty seconded the motion. The motion carried unanimously.

The Board reviewed the FY14 Monthly Financial Report for July 1, 2013 through September 30, 2013. Jane Prouty made a motion to accept the report. Mary Badami seconded the motion. The motion passed unanimously.

Attorney Report

A handout received last month in the packets included a list of recommended changes for the regulations. Sandra Miller had requested that the Board members review these items and come prepared to discuss them today. The Board discussed multiple changes for the regulations. Angela Evans will take all the recommended changes and prepare an updated draft of the amendments for review at the next Board meeting.

O & P Report

Marcia Egbert reported the following:

Executive Director

Gordon Slone became the Executive Director on October 16. Gordon comes to the Office of Occupations and Professions with a wealth of knowledge and experience from the military and state government.

Budget

The biennial budget process has begun. More updates will be available as the state budget has a little more clarity.

Database

The Commonwealth Office of Technology has indicated that they should be able to meet an end of the year deadline for the front end interface. Board Administrators have been meeting with them regarding the renewal process and the applications for each board.

KRS 131.1817 – Department of Revenue

As a reminder...The pension reform bill that passed during the 2013 Regular Session went into effect in July and additional notices, under the Tax Payer Bill of Rights, will be sent to delinquent tax payers in an effort to collect the due taxes. O&P has asked, and the Department of Revenue has agreed, to have someone present the law, timeline and intentions to all of the boards that O&P provides service to.

Wireless Internet

The necessary hardware is in the process of being installed, and service will be available as soon as possible. This service will be available to all board members on laptops, tablets, and other devices. The Board Administrator will be able to provide the login information before each meeting or committee meeting.

Old Business

Responses to Old Business from last month's meeting were reviewed and discussed. No further action was taken.

New Business

Marcia Egbert requested approval from the Board to add Supervisor on the Online Verification on the website as she has been getting request for the names of the supervisors of some licensees. The Board approved. No further action taken.

Ms. Egbert also informed the Board that she requested IT to update and add to the website homepage the reminder to Supervisors of the Open Window for them to submit proof of obtaining the required CEU's to remain as a Board Approved Supervisor.

Meeting Dates for 2014 were discussed. The Board will continue to meet on the fourth Thursday of each month except for November and December when they will meet on the third Thursday of the month. Ms. Egbert will post the meeting dates on the website and master calendar in the O&P Office.

The Board reviewed a letter and renewal form from John Mark Jennings requesting that the Board waive the reinstatement fee and the requirement to take and pass the national exam due to a lapse in his license due to confusion and miscommunication on his part. The Board denied the request. Mr. Jennings will receive a cease and desist

letter and must apply for reinstatement and meet the current requirements for licensure if he wishes to continue as a licensed Marriage and Family Therapist in Kentucky.

The Board reviewed an e-mail from Tonya Clay regarding a deferment letter she received in regard to the documentation of raw data. The Board acknowledged her concerns but reiterated that raw data has always been a requirement. In 2010, the regulations were changed requiring documentation of raw data obtained as an Associate on the supervision logs. Ms. Clay stated that she had more than 50 hours of raw data dating prior to the change in the regulations that was not documented. The Board stated that if her supervisor could verify a specific number of hours of raw data that she completed since February of 2006, that she could submit them for review by the Board.

An e-mail from Jeff Romer asking whether or not courses taken by LMFT's at "accredited" institutes like KPI are recognized for continuing education, or do these courses require individual approval by the Board? The Board responded that they may be approved as CEU's but must be approved by an entity or provider.

The Board reviewed an e-mail from Rep. Dwight Butler's aide, Chris Abner, in regard to Melissa Earnest and her request for the Board to re-evaluate their decision pertaining to her client contact and supervision hours obtained in Oklahoma to be used for her MFT Associates license in Kentucky. The Board stated that from what they reviewed, she did not have the required hours but Board Chair Sandra Miller will contact the Oklahoma Board to get clarification of the number of hours she obtained there and will re-evaluate her application.

The Board received and reviewed a letter from Paige Hord and her Supervisor Scott Wigginton in appeal of the cease and desist letter she received in regard to the renewal of her Marriage and Family Therapy Associates license. The Board denied the appeal and stated that it is the responsibility of the Supervisor and Supervisee to know the law regarding Marriage and Family Therapy practice and supervision of Associates. Ms. Hord must reapply for her Associates license and meet the current requirements.

Brochure's for books were available for review.

The Board discussed the Frequently Asked Questions and how they were going to create the section for the website. After discussion, Ms. Egbert stated that she will take the questions that KAMFT submitted to the Board and send several questions to each Board member to answer. The Board members will answer the questions based on the laws and regulations and cite the particular law or regulation that pertains to the question. Once the questions have been answered, they will be sent to Ms. Egbert who will compile a draft of the Frequently Asked Questions for review at the next Board meeting.

Complaints/Other Legal Matters

Mary Ellen Yates made a motion that the Board go into closed session pursuant to KRS 61.810 (1)(j) for deliberations of judicial or quasi-judicial bodies regarding individual adjudications or appointments, at which neither the person involved, his representatives, nor any other individual not a member of the agency's governing body or staff is present. Mary Badami seconded the motion. The motion carried unanimously.

Jane Prouty moved that the Board come out of closed session. Mary Ellen Yates seconded the motion. The motion was approved unanimously.

The Complaint Committee made the following recommendations:

- a. 2011-007 – File Formal Complaint
- b. 2013-003 – Pending
- c. 2013-004 – Pending
- d. 2013-005 – Dismiss – No violation of the law found.
- e. 2013-006 – Pending
- f. 2013-007 – Pending

Mary Ellen Yates made a motion to accept the recommendations of the Complaint Committee. Marie Ruf seconded the motion. The motion carried unanimously.

Status Report:

Active Licensee's for Marriage and Family Therapy	– 529
Active Licensee's for Marriage and Family Therapy Associates	– 130
Total Active Licensee's	– 659

Total number of inactive licensees	– 4
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Total Number of Licensees that took Exam during August 12 – September 7, 2013
testing period: 11

Passed: 7

Failed: 4

Application Review:

Jane Prouty made a motion to approve all applications, renewals, audits and CEU Provider Applications as reviewed and recommended by the committee this morning prior to the Board Meeting. Marie Ruf seconded the motion. The motion passed unanimously.

Jane Prouty made a motion to approve the ratification of applications, renewals, audits and Provider Applications reviewed and issued from 9/26/2013 through 10/23/2013. Marie Ruf seconded the motion. The motion passed unanimously.

Associates:

The following applications for Marriage and Family Therapist Associates were approved: *Kathleen M. Adams, Jennifer D. Ennis, Samantha B. Griffiths, Katherine A. Jones, Dana K. Kearns, James M. Peters, Jenna M. Yoder*

The following application for Marriage and Family Therapist Associate was approved with provisions: *Michelle A. Holbrook*

The following Plans of Supervision for Marriage and Family Therapist Associates were approved: *Rebekah Burke, Sheila M. Hussey, Edith S. Mahaffey, David Rutledge, Carol Swanson Poston*

The following Renewals for Marriage and Family Therapist Associates were approved: *Sharon Bryant, Laura Lancaster, Kelly Janette Lee, Joshua Love, William Allen Snyder, Shawn Stinson, Paula W. Strange, Mallory Thompson, Grace Van Melle*

The following Renewal for Marriage and Family Therapist Associate was deferred: *Nicole V. Jones*

The following Renewal for Marriage and Family Therapist Associate was denied and sent a cease and desist letter: *Zachary Crouch*

LMFT:

The following applications for licensed Marriage and Family Therapists were approved: *Julie B. Etherton, Laura Marie Frey, Jennifer I. Schinke, Jennifer N. Wheeler, Sara Elizabeth Blakeslee*

The following application for licensed Marriage and Family Therapist was deferred: *Allison Christine Hock*

The following application for licensed Marriage and Family Therapist was denied: *Craig A. Henrick*

The following Renewal Audits for Marriage and Family Therapist were approved: *Michelle Deaton, Kenneth I. Haysley, Jason Joy, Jane S. Myers*

Ratification of Online Renewals from 9/26/2013 through 10/23/2013 for Marriage and Family Therapist were approved: *Mary Badami, Erin Blanton, Travis Kelly Crowson, Aaron J. Dowdell, Julie Berlin Etherton, Robert W. Ford, Jeffery B. Gilbertson, Tonya Lynette Gregory, Brien Francis Hill, Ann Catherine Holloway, Robin Corinne Hord, Julia Cottrell Housiaux, Floyd L. Hunsaker, Monica Lynn Hurt, Connie J. Layne, Mary Jo Mueller, Charles Shawn Oak, Jessica Joyce Page, Erin L. Peirce, James Stewart Phelps, M. Kelli Robinson, Teresa Rohman, James Evan Rowe, Megan Moss Salathe, Nancy P. Savage, John O. Sivley, David U. Smith, Sarah E. Warren, Richard J. Welsh, Goldie Williams, Brian C. Woodring, Mary Ellen Yates*

Approved Continuing Education Applications are posted on the website at <http://mft.ky.gov> under Resources/Continuing Education.

The next meeting of the Marriage and Family Therapy Board has been scheduled for November 21, 2013 at 911 Leawood Drive, Frankfort, KY. Committees will meet at 8:30 a.m. with the Board Meeting to follow at 10:00 a.m. The Complaint Committee will meet the evening before at 4:00 p.m. on November 20, 2013 in Conference Room B.

Marie Ruf made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on October 24, 2013. Jane Prouty seconded the motion. The motion passed unanimously.

The Marriage and Family Therapy Board meeting was adjourned by Chair Sandy Miller at 2:55 p.m.

Respectively Submitted:

Marcia Egbert
Board Administrator